U. S. Quartermaster Reserve Training Corps,
Camp Lee, Va.
First Aid.

DUE TWO WEEKS FROM LAST DATE

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CAMP LEE, VA.

INSTRUCTORS GUIDE

FIRST AID

MILITARY TRAINING SECTION

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U.S. Quartermaster reserve training corps, Camp Lee, Va. Military training section

Course: First Aid

Total Time: 10 Hours

Objective: To teach the soldier to treat himself or a fellow soldier if injury or sickness occurs when no medical officer or Medical Department soldier is nearby.

Scope: The course consists of lecture, demonstration and application in the following phases:

1. Dressing of Wounds
2. Use of First Aid Packet
3. Control of Bleeding
4. Application of Tourniquet
5. Treatment of Dislocations and Sprains
6. Treatment of Fractures and Application of Splints
7. Artificial Respiration
8. Treatment of Shock
9. Transportation of the Wounded
10. Treatment of Burns
11. Symptoms and Treatment of Sunstroke
12. Symptoms and Treatment of Heat Exhaustion
13. Treatment of Electrical Shock.

Training Films: Two hours are devoted to the following Training film showings.

8-33	First Aid	33 min.
8-150	First Aid	26 min.
8-304	First Aid	20 min.

Training Aids and Equipment:

Section I:

Part II - Demonstration

1 Sterile gauze or bandage
1 Pad (any hard object such as a stone)
1 Strap (a handkerchief, tie, or similar item)
1 Stick (size 6" x $\frac{1}{2}$" or any handy size for twisting)
1 Blanket or shelter half (For soldier to lay on) (optional)
(Above items per demonstration)

16 August 1943 - This supersedes all previous outlines.

Part III - Application

1 Pad (any hard object such as a stone)
1 Strap (a Handkerchief, tie or similar item)
1 Stock (for twisting strap)
1 Blanket or shelter half (For soldier to lay on) (optional)
(The above items per man)

Part IV - Lecture

1. Display board containing items of first aid packet.

Part V - Lecture

1. Chart FA-4 "Symptoms of Shock"

Section II

Part I

1. Chart FA-2 "Principles of Splinting"

Part II - Demonstration

2 Splints for upper arm
2 Splints for forearm
2 Splints for leg, knee or ankle
2 Splints for thigh
1 Blanket or sufficient cloth for padding
1 Triangle bandage or safety pins for sling
1 Blanket or shelter half (For soldier to lay on) (optional)
Sufficient cloth for bandaging
(Above items per demonstration)

Part II - Application

2 Splints for upper arm
2 Splints for forearm
2 Splints for leg, knee or ankle
2 Splints for thigh
1 Blanket or sufficient cloth for padding
1 Triangle bandage or safety pins for sling
1 Blanket or shelter half (For soldier to lay on) (optional)
Sufficient cloth for bandaging
(above items per two men)

Section III

Part I

1 Display board containing items of first aid packet

Part II

1 Training first aid packet per individual

Part III

1 Blanket or shelter half (For men to lay on)(Optional)
(Above item one per demonstration)

Part V

1 pc of wire (simulate electric wire)
1 pc Dry rope approximately three feet long
(above items per demonstration)

Part VI

1 Training first aid packet
1 Steel helmet filled with water
(above items per demonstration)

Part VII

1 Shelter half (For soldier to lay on) (Optional)
1 Steel helmet filled with water
2 Towels
(above items per demonstration)

Part IX

1 Clean handkerchief
1 Stick match or small smooth stick
(above items per demonstration)

Section IV

Part I

1 Blanket
2 Poles (Sufficient size for a litter)
4 Rifles for a litter
2 Uniform coats
(above items per demonstration)

1. Arrangement of Instructor's Guide: The guide consists of four sections. Each section contains an outline for two hours of instruction.

2. Method of Training: The first aid course is scheduled in four periods of two hours each. During each period the company will be divided into four platoons. Each platoon will conduct instruction in a different phase of the course each period.

- Example *

During the first period of the course

1st Platoon - Conduct instruction as outlined in Section I
2nd Platoon - Conduct instruction as outlined in Section II
3rd Platoon - Conduct instruction as outlined in Section III
4th Platoon - Conduct instruction as outlined in Section IV

During each subsequent period the platoons will conduct instruction as outlined in one of the other sections. Upon completion of the fourth period each platoon will have completed instruction in Sections I, II, III and IV.

3. Size of the Class: The size of the class for each Method of Instruction will be as indicated below:

Lecture - a platoon

Demonstration - The number of demonstrations per platoon will be left to the discretion of the training regiment. However not less than one demonstration will be conducted for each platoon.

4. Preparation by the Instructor: The instructor must have mastered each phase of the subject he is to teach. The squad leaders must be trained in advance and be capable of handling small groups. They must be proficient in explaining and demonstrating their subject. The following text material is needed:

FM 8-35, Transportation of the Sick and Wounded, 21 February 1941
FM 21-11, First Aid for Soldiers, 7 April 1943

5. Conduct of Instruction: The course will be taught with emphasis on SELF-AID. Each trainee must understand at the beginning of the instruction just what he is to learn and why he is to learn it. He must realize the importance of being able to administer first aid to himself.

The subject material should be explained so that the trainees' interest is gained and his mind prepared to receive the instruction. Each trainee must be so trained that the first aid procedures will come automatically under the stress of battle.

6. Demonstration: The following points must be considered when planning the demonstration:

a. The subject must be studied from all aspects.
b. The entire demonstration must be worked out in detail.
c. The demonstration must be rehearsed thoroughly.
d. What is to be demonstrated?
e. What phases are to be emphasized?
f. The demonstrations must be simple.

Demonstrations will be conducted as follows:

(1) The instructor will give a thorough explanation of the first aid procedures to be demonstrated before each demonstration.

(2) The demonstrators will then perform each step slowly while the instructor accompanies the action with a detailed explanation.

7. The following demonstrations may be discontinued during the winter season and lectures substituted therefor:

Treatment of Burns
Treatment for Sunstroke
Treatment for Heat Exhaustion

8. Application:

a. Application will be conducted by the group performance method. Each trainee will administer first aid treatment to himself, except as indicated in par. b below. The instructor and squad leaders will make corrections.

b. Application will be conducted by the coach and pupil method for artificial respiration, treatment of fractures, and transportation of the sick and wounded by one man carry.

c. The instructor and squad leaders will supervise the men closely in order to correct all errors and assure that the men receive the maximum benefits from the instruction. It is of utmost importance that each trainee be able to render all possible necessary first aid treatment to himself.

Section I - First Aid for Wounds

Part I - Lecture - Wounds

0:00
FM 21-11
Par. 6

A. Danger of Wounds

1. Loss of Blood
2. Infection
3. Shock

B. Treatment of Wounds

FM 21-11
Par. 7

1. Expose the wound completely in order to ascertain:
   a. Where it is
   b. How large it is
   c. How much it is bleeding
2. If the wound is from a bullet or other object which could have gone all the way through a part of the body, look for a wound where the object may have come out.
3. Apply "Sulfa Powder" from the first aid packet
4. Apply a sterile dressing to the wound
5. Take "Sulfa pills" when wounded other than in the abdomen or throat.
6. Try to prevent shock by keeping warm and quiet.
7. Have the wound redressed by a medical officer as soon as possible.

C. Precautions in treatment of Wounds.

1. Do not touch the wound with the hands, clothing or other unclean objects.
2. Do not wash the wound.
3. Do not attempt to explore the wound or remove blood clots.
4. Never use iodine in or around eyes or in a body cavity.
5. Do not massage or squeeze the wound.
6. Do not drink water if you have a throat or abdominal wound.

0:10 D. Wounds requiring Special Attention
FM 21-11
Par. 13

1. Wounds extending into the chest
2. Wounds entering the abdomen
3. Wounds of the jaws, mouth and face

0:15 E. Control of Bleeding

FM 21-11
Par. 8

1. Types of bleeding

a. Venous
b. Arterial

F. Control of Bleeding

FM 21-11
Par. 8

1. Direct pressure over the wound with sterile gauze or bandage
2. Elevation of the wound
3. Use of a tourniquet

a. DO NOT USE A TOURNIQUET UNLESS BLEEDING CANNOT BE STOPPED BY OTHER MEANS.
b. Material for tourniquet
c. Location of tourniquet on the
(1) Arm
(2) Thigh
d. Method of applying tourniquet
(1) Issue type
(2) Improvised type
e. Duration
f. Exposure of tourniquet
g. Mark patient (if unconscious)

Part II - Demonstration

0:30 A. Demonstrate the methods for control of bleeding:
FM 21-11
Par. 8

1. Direct pressure over the wound with sterile gauze or bandage
2. Elevation of wound
3. Use of an improvised tourniquet

a. Arm
b. Thigh

0:45 (10 minute break)

Part III - Application

FM 21-11
Par. 8
0:55

A. Each trainee will practice applying the tourniquet:

1. To the arm
2. To the thigh

Part IV - Lecture

1:25

A. Use of "Sulfa drugs" to prevent infection.

1. Importance of preventing infection
2. How "sulfa drugs" help prevent infection
3. Results of an infected wound

B. Types of "Sulfa Drugs"

FM 21-11
Par. 11

1. "Sulfa Powder"
2. "Sulfa Pills"

C. "Sulfa Drugs" are carried by the individual soldier.

1. "Sulfa Powder" is contained in a sealed packet in the first-aid packet.
2. "Sulfa Pills" are carried in a sealed packet carried in the first-aid pouch attached to the cartridge belt.

D. Application of "Sulfa Drugs"

1. Remove packet of "Sulfa Powder" from first-aid packet.
2. Apply "Sulfa Powder"

   a. When you first see the wound, if there is only a small amount of bleeding.
   b. When bleeding has been easily stopped.
   c. When bleeding has been hard to stop, do not lift up or take off the dressing to sprinkle "Sulfa Powder" into the wound; removing the dressing may start bleeding again.

3. Remove packet of "Sulfa pills" from the pouch containing the first-aid packet.
4. Take "sulfa pills" by mouth, along with a large quantity of water, when wounded other than in the abdomen or throat.
5. Do not take "Sulfa pills" if sweating has been great or if large amounts of water cannot be taken both with the pills and for 24 hours afterwards.

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Part V - Lecture

1:35 A. Treatment for shock
FM 21-11
Par. 9

1. Definition of shock

2. Symptoms of shock

   a. Pale face
   b. Cold, clammy skin
   c. Pulse, rapid but weak
   d. Chills
   e. Nausea
   f. Irregular breathing

3. Treatment for shock.

   a. First aid measures for shock should, whenever possible, be started before the injured person has developed definite signs of shock.

   b. Treatment

      1. Lay patient with head low
      2. Provide warmth
      3. Give stimulant
         (a) No liquids, if unconscious
         (b) No stimulant, if bleeding

1:45 Questions and answers

1:50 (10 minutes for recess or movement between instructional areas)

Section II - Fractures, Dislocations and Sprains

0:00
FM 21-11
Par. 28

Part I - Lecture

A. Dislocations and Sprains

1. General
2. Treatment

B. Fractures

1. Definitions

a. Simple
b. Compound

C. Signs and Symptoms of Fractures

1. Simple

a. Pain and tenderness
b. Deformity and swelling
c. Discoloration
d. Loss of motion
e. Grating

2. Compound Fracture

a. Same as for simple except for

(1) Protruding bones
(2) Wound and severe bleeding

D. Splints and Slings

FM 21-11
Par. 17-18

1. Size of splint
2. Materials for splints
3. Padding for splint
4. Bandages for binding splints
5. Use of slings for arm or shoulder injuried
6. Types of slings

a. Triangular bandage
b. Improvised

(1) Coat flap
(2) Shirt tail
(3) Shirt sleeve pinned to shirt

E. Treatment of Fractures

FM 21-11
Par. 16

1. Fractures with flesh wounds (Compound fracture)

a. Both wound and fracture require treatment

(1) Stop bleeding
(2) Sprinkle "Sulfa Powder" into the wound
(3) Bandage with a sterile dressing
(4) Take "Sulfa pills" by mouth with plenty of water
(5) Straighten limb with gentle traction (except thigh fracture)
(6) Splint limb
(7) Apply sling (For arm fractures)
(8) Treat for shock

Part II - Demonstration and Application

FM 21-11
Pars. 20-25

A. Demonstrate the method of splinting each type of fracture listed below. Upon completion of each demonstration the trainees will practice application using the "coach and pupil" method. Slings will be applied when arm fractures are splinted.

0:15 1. Arm fracture above the elbow
0:35 2. Arm fracture below the elbow
0:55 (10 minute recess)
1:05 3. Arm fracture at or near the elbow
1:20 4. Leg, knee or ankle fracture
1:30 5. Thigh fracture.

a. Method of handling a patient with a fractured thigh.

(1) The patient should not be moved until after the arrival of medical personnel unless conditions make it absolutely necessary.

(2) When conditions make it necessary to move a patient prior to the arrival of medical personnel the fractured

leg should have splints applied to immobilize it. The outside splint should be long enough to reach from the arm pit down past the foot and the inside splint should reach from the crotch down past the foot. No attempt will be made to apply traction or set the fractured thigh.

(3) A fractured thigh should be set only by experienced medical corps personnel using an army hinged half-ring thigh and leg splint.

1:45 Questions and Answers

1:50 (10 minutes for recess or movement between instructional areas.)

Section III - Common Emergencies

Part I - Demonstration

0:00
FM 21-11
Par. 11c,d

A. Use of the first-aid packet.

1. Method of opening packet
2. Contents of packet and their use

Part II - Application

0:05
FM 21-11
Par. 11c,d

A. Use of the first-aid packet. Use training packets.

1. Applying the bandage.

Part III - Lecture

0:20
FM 21-11
Par. 37

A. Artificial respiration used in case of

1. Drowning
2. Electric shock
3. Asphyxiation

Part IV - Explanation and Demonstration

0:23
FM 21-11
Par. 37

A. Demonstrate each phase of artificial respiration listed below. Emphasize the following points during the explanation:

1. The position of the patient

   a. On belly, head low
   b. Chin resting on one hand, other arm extended
   c. Mouth clear of all encumbrances

2. Initial position of the operator

   a. Knees
   b. Hands and fingers

3. Movements of the operator

   a. Two second pressure, forward and downward until shoulders are above hands, elbows straight.
   b. Now immediately remove all pressure completely and suddenly. Leave the hands in place if possible. After about two seconds repeat the operation.

Part V - Demonstration

0:38
FM 21-11
Par. 38

A. Demonstrate the rescue of a person from a live wire and the treatment that follows. Emphasize the following points during the explanation:

1. Rescuing a patient from a live wire

   a. Turn off current, if switch is near, but do not lose time in looking for switch.

   b. Material for removing victim:

      (1) Dry pole
      (2) Dry clothing
      (3) Dry rope
      (4) Other material which will not conduct electricity.

2. Treatment for electric shock

   a. Artificial respiration

0:50 (10 minutes for recess)

Part VI - Demonstration

1:00
FM 21-11
Par. 50

A. Demonstrate treatment of burns. Emphasize the following points during the demonstration:

1. Removal of clothing
2. Apply boric acid, sulfadiazine or burn ointment
3. Loose gauze bandage
4. Treat for shock
5. Treatment for chemical burns:

   a. Continuous washing to remove chemicals
   b. Apply boric acid, sulfadiazine or burn ointment
   c. Apply a sterile dressing

Part VII - Demonstration

1:10
FM 21-11
Par. 51a

A. Demonstrate treatment for Sunstroke and emphasize the following points during the explanation

1. Cause - exposure to direct rays of sun or heat

2. Symptoms

   a. Headache
   b. Dizziness
   c. Red flushed face
   d. Skin hot and dry
   e. Temperature, very high
   f. Seeing objects in red or purple color
   g. Usually unconscious

3. Treatment

   a. Lay patient on back, shoulders elevated
   b. Cool body
      (1) Carry to cool, shady place
      (2) Remove all clothing except light underwear
      (3) Sprinkle large quantities of cool water evenly over the body
      (4) Fan continuously to cause rapid evaporation
      (5) Apply cool wet clothes to the head, changing them frequently.
      (6) Rub the legs, arms, thighs and trunk briskly
      (7) Do not overdo these things; stop every few minutes to note their effect.
      (8) When the person is conscious give cool water containing two salt tablets to a canteen of water.
      (9) Repeat the treatment if the skin becomes hot again.

Part VIII - Demonstration

1:25
FM 21-11
Par. 51b

A. Demonstrate treatment for Heat Exhaustion. Emphasize the following points during the explanation:

1. Cause - exposure to heat

2. Symptoms:

a. Pale face
b. Severe sweating and cold skin
c. "All in" feeling
d. Dizziness
e. Usual conscious, but weak

3. Treatment

a. Remove patient to a cool, shady place
b. Lay patient on back
c. Give patient three to five canteenfuls of cool water (2 salt tablets to each canteen of water), in a 12 hour period.

Part IX - Demonstration

1:35
FM 21-11
Par. 36a

A. Demonstrate the removal of foreign bodies from the eye. Emphasize the following points during the explanation:

1. Close eye, open it after a few minutes, foreign body may be washed out by tears.

2. Removal of foreign body from under the lower lid:

a. Pull lid down
b. Have patient look up
c. Brush out foreign body with corner of clean handkerchief.

3. Removal of foreign body from under the upper lid:

a. Hold the eyelashes of the upper lid between the thumb and index finger,

b. Place a match, pencil or any small smooth stick over the middle of upper lid,

c. Turn the lid over the match or stick

d. Have patient look down

e. Remove the foreign body

1:45 Questions and Answers

1:50 (10 minutes for recess or movement between instructional areas)

SECTION IV - Transporation of sick and wounded

Part I - Explanation and Demonstration

A. Demonstrate each of the subjects listed below.

0:00
FM 21-11
Par. 67

1. Preparation of improvised litters using

   a. Blankets and poles
   b. Coats and poles or rifles
   c. Blanket

2. Placing injured party on stretcher

   a. Three men lift

Part II - Explanation, Demonstration and Practical Application

FM 8-35
Pars. 1-12
FM 21-11
Par. 66

A. Demonstrate each of the carries listed below. Upon completion of the explanation and demonstration of each carry the trainees will practice application using the coach and pupil method. The trainees will be grouped into teams of three for application of the two man carries.

1. Movement by a single bearer

0:10 a. Fireman's carry
   (1) The first three steps of the fireman's carry are also preliminary steps to all single carries except the fireman's drag. These steps should be practiced thoroughly.

0:25 b. Supporting carry

0:35 c. Arms carry

0:45 d. Saddle-back carry

0:55 e. Fireman's drag

1:05 (10 minutes for recess)

2. Movement by two bearers

1:15 a. Supporting carry

1:20 b. Arms carry

1:25 c. Saddle-back carry

1:35 d. Packsaddle carry

1:45 Questions and answers

1:50 (10 minutes for recess or movement between instructional areas.)